

Sub: Tender for Supply & Installation of Kitchen Equipment's at MDI Gurgaon.**1. Time schedule for tender process:**

Sr. No	Description Details	Date and Time
1	Date of publication of tender notification	17 May 2025 at 10.00 AM
2	Last date for receipt of duly filled in tenders	06 June 2025 up to 03.00 PM

2. INTRODUCTION

Management Development Institute Gurgaon, (MDIG), Haryana (hereinafter referred to as the "Institute") is one of the Institute of national repute and is dedicated to offer world class programmes in Management Education. The Institute Invites Sealed Tenders in 'Two Bid System' from the reputed Kitchen Equipment Manufacturer(OEM)/Distributors/Agencies who had supplied the Kitchen Equipment/Appliances at Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector etc.

3. TENDER NOTICE:

MDI Gurgaon invites duly filled sealed Bids under Two Bid System "Technical & Financial Bid" for "Supply & Installation of Kitchen Equipments for Change Master and MDP Kitchen at MDI Campus" from the reputed Kitchen Equipment Manufacturer(OEM)/Distributors/Agencies who had supplied the Kitchen Equipment/Appliances at Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector etc. The prospective Bidders are advised to read the entire Tender document carefully and satisfy themselves, including site conditions by visiting the MDI Campus (PI Department), on any working day between 10.00 a.m. and 5.00 p.m. before submitting their Bids (nothing is payable for visiting the MDI campus in this regard). The sealed Bids as Specified in the Tender document should be addressed to: -

**"The Chief Administrative Officer (IS Department),
Management Development Institute,
Mehrauli Road Sukhrali, Gurgaon, Haryana-122007"**

so as to reach on or before 03.00 PM, 06 June 2025, at Physical Infrastructure Department, TakshaShila building by Speed Post/Courier/By hand only before last date and time. Bids received through email will not be considered.

4. Eligibility Criteria:

- Should be registered as a Manufacturer (OEM)/Distributors/Agencies of Kitchen Equipment/Appliances under the appropriate Act. Should be in existence as such entity for Supply & Installation of Kitchen Equipment/Appliances for not less than three years before 31/03/2024. Please attach the necessary proof.
- Should have provided similar kind of services during the last three financial years i.e., supply & installation of Kitchen Equipment/Appliances at Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector etc.



- c) Must have achieved Average Annual Turnover of Rs.50 Lakh for Supply & Installation of Kitchen Equipment/Appliance during financial years -2021-22,2022-23 & 2023-24.
 - d) The Tenderer should enclose Work orders of at least 2-3 clients in each year for similar work completed during financial years-2021-22,2022-23 & 2023-24. In support of this, tenderer should submit copy of such work orders issued in financial year-2021-22, 2022-23 & 2023-24.
 - e) The Agency should have Service Centers in Delhi /NCR region.
5. **Submit the following documents:** The agencies/companies shall enclose attested copies of the following documents in **Technical Bid Envelope**.
- a) Self-attested copy of Certificate of Incorporation in respect of the applicant organization issued by the appropriate authority.
 - b) Statement of Average Annual Turnover of last three years not less than Rs.50 Lakh (2021-22, 2022-23 & 2023-24) in support of eligibility criteria mentioned above, from a registered practicing Chartered Accountant. Also, please enclose a copy of duly Certified Balance sheet of last three financial years (2021-22, 2022-23 & 2023-24).
 - c) EMD of Rs.50,000/- in Demand Draft as specified in this tender document.
 - d) Self-attested copy of GST registration certificate and PAN.
 - e) Self-attested copies of Work Orders at least 2-3 clients in each year for similar work completed during financial years-2021-22,2022-23 & 2023-24.
 - f) Declaration for not having been blacklisted
6. **Mode of Submission:**
- The Tender should be sealed in separate envelope, duly superscribed Technical and Financial Bid filled and put in a big envelope mentioned on top of the cover **"Tender for Supply & Installation of Kitchen Equipments for Change Master and MDP Kitchen at MDI Campus"**. Any Addendum/Corrigendum date extension in respect of the above Tender shall be uploaded on the MDI Gurgaon website only. No separate notification shall be issued to the press/Bidders.
7. **Earnest Money Deposit (EMD):**
- (i) The Earnest Money Deposit (EMD) of an amount of Rs.50,000/- in the form of Demand Draft only in favor of **"Management Development Institute Society"** and **payable at Gurgaon**. EMD will not bear any interest.
 - (ii) **Forfeiture of the EMD:** - If any Tenderer withdraws the rates, the EMD amount deposited shall be forfeited, and bidder will be disqualified from participating in any future Tender of the Institute.
 - (iii) **Refund of EMD:** The EMD of the unsuccessful Tenderer will be refunded within 60 working days of award of contract.
 - (iv) If the EMD is not enclosed, the bid will be summarily rejected
 - (v) **Cheques will not be accepted towards EMD.**
 - (vi) The Earnest Money Deposit/Security Deposit will be forfeited, and Tenderer/bidder will be disqualified from participating in any future tender of the Institute if:
 - a) Tenderer withdraws his bid or backs out after acceptance of work order.
 - b) Tenderer fails to remit the EMD.
 - c) Tenderer violates any of the conditions prescribed in the Tender Document.
 - d) Tenderer revises any of the terms quoted, during validity period



e) If the successful tenderer refuses to carry out work on any grounds.

(vii) The EMD amount of Rs.50,000/- of successful bidder will be retained till satisfactory completion of the work. No interest shall be paid.

8. Award of Contract:

- a. MDI Gurgaon may award the contract to the successful evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.
- b. MDI Gurgaon will communicate to the successful bidder that its proposal has been accepted. This letter (herein after and in the condition of contract called the "Letter of Award") shall prescribe the terms of payment to the contractor in consideration of the execution of work/services by the contractor as prescribed in the contract.
- c. Failure of the successful bidder to comply with the requirements of the above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of bid security.

9. Other Terms and Conditions: -

- (i) The price quoted should be inclusive of Cost of Material, Transportation, Loading, Unloading, and placing at the location, and exclusive of GST. The price should be quoted in price format (Annexure-A & B) only.
- (ii) The scope of work shall include "Supply & Installation of Kitchen Equipments for Change Master and MDP Kitchen at MDI Campus" (complete work) until final acceptance by the Institute.
- (iii) The payment shall be made on the basis of actual quantity Supplied at Institute and at the rates quoted by the agency, as per the schedule of quantities enclosed of the items supplied.
- (iv) The entire work should be completed within 45 days from the date of Work Order issued in writing by the Institute.
- (v) In case the work is not completed within the period stipulated penalty shall be imposed @ Rs. 5000/- each day of delay subject to a maximum of Rs.1,00,000/- (Rs One Lakh only). However, Director, MDI Gurgaon may consider for granting extension of time on valid grounds cited by the Kitchen Equipment agency.
- (vi) In case any item is found to be defective /substandard, the same shall be rejected and no amount shall be paid for such items. Such items shall have to be replaced by the Agency, or shall be removed from the site immediately on cost to the Agency.
- (vii) The Agency must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates.
- (viii) All the items mentioned above in Part-A & Part-B should have a minimum one-year Guarantee period. During the Guarantee Period, any replacement/repair of items at on-site will be compulsory done by the bidder at his own cost. No extra charges will be paid.



(ix) **Terms of payment:**

- a. 70 % on delivery of approved items in the campus, within 30 days of submission of correct invoice for the items supplied and certified to be in good and acceptable condition by the P.I deptt. Proof of payment of GST challan has to be submitted by the suppliers.
- b. 25 % of Supply value shall be paid on completion of installation /laying/placing of the supply kitchen equipment as per the requirement of the purchaser within 15 days of completion of such activity.
- c. Retention amount of 5 % will be retained for one year, starting from satisfactory till satisfactory completion as Performance Guarantee.

10. The rates quoted in the "Financial Bid" shall be fixed till completion of work. No upward revision of rates shall be considered.

11. The Institute reserves the right to get the whole or part of work done through one or more agencies.

The quantities indicated in the schedule of quantities are approximate only. The quantities can be increased or decreased, or totally deleted while placing work order by the Institute. Payment shall be made as per actual quantity receipt at site.

MDI reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

CAO(IS)
MDI Gurgaon

Enclose: Annexure-A and B



BIDDER DETAILS FORM

(On the agency letterhead only)

S.No	Description	Information
1	Name of Tendering agency/bidder	
2	Date of Incorporation of Company (Attach ROC Registration certificate/, Registered Partnership Deed)/Firm/Agency	
3	Details of Earnest Money Deposit	DD No. date of Rs.50,000/- drawn on Bank Payable at
4	Name of Director/authorized representative	
5	Full Address of Registered Office: Telephone No.: FAX No.: E-Mail Address :	
6	Full address of Operating Branch/Office: Telephone No. FAX No. E-Mail Address	
7	Banker of the bidder (Attach certified copy of statement of A/c for the last three years)	
8	PAN No./GIR No. (Attach attested copy)	
9	GST Registration No (Attach attested copy)	



1. Exclusive income from the services provided in line with the Scope of Work, during last three financial years mentioned below duly certified by a Chartered Accountant (Attach separate sheet if space provided is insufficient).

Financial Year	Amount (Rs.)	Remarks, if any
2021-22		
2022-23		
2023-24		

2. Give details of the major **similar contracts handled by the tendering agency** during the last three years (i.e., 2021-22, 2022-23, and 2023-24) in the following format (if the space provided is insufficient, a separate sheet may be attached):

S.No	Name of the Client, Address, Telephone No.	Supply & Installation of Kitchen Equipment/ Appliances	Amount of Contract (INR)	Duration of Contract	
				From	TO
Year (2021-22)					
1					
2					
3					
Year (2022-23)					
1					
2					
3					
Year (2023-24)					
1					
2					
3					

Submit Work orders of at least 2-3 clients in each year for similar work completed during financial years-2021-22,2022-23 & 2023-24. The certificate should preferably be from Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector, etc, and a self-attested copy of the same should be submitted.

Signature of authorized person

Date:

Name:

Place:

Official Seal



SELF-DECLARATION FOR NON-BLACK LISTING

(On the agency letterhead)

Date:...../...../.....

Chief Administrative Officer (Institutional Services)
Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana)

Dear Sir,

In response to the Tender Document for Selection of agency for "Supply & Installation of Kitchen Equipment for Change Master and MDP Kitchen"

I / we hereby declare that we are authorized to participate in the Tender and presently our company/Agency is not held ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector etc.

We further declare that presently our Company / Agency is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any Regulatory bodies, Large Educational /Research Institutions, Universities, Colleges, Kitchen at reputed Hotels, Public or Private Sector etc.

If this declaration is found to be incorrect, then without prejudice to any other action that may be taken, the EMD submitted by us may be forfeited in full and the bid, may be cancelled at any stage and the contract may be terminated. We shall be barred from bidding in future against any other tender.

Thanking you,

Signature

Duly authorized to sign the bid response for and behalf of:

(Name and Address of Company)

Dated this2025


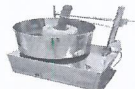



(Seal/Stamp of bidder)



FINACIAL BID PROFORMA


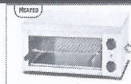

"Tender for Supply & Installation of Kitchen Equipment for Change master and MDP Kitchen
at MDI Gurgaon.

SCHEDULE OF QUANTITIES PART-A

S.No	Description	Dimensions & Reference Image	Unit	Estimated Qty	MAKE-NAMOH		MAKE-SIRMAN		MAKE-ROBOT COUPE	
					Rate (Rs.) (Exclusive GST)	Amount (Exclusive GST) (Rs.)	Rate (Rs.) (Exclusive GST)	Amount (Exclusive GST) (Rs.)	Rate (Rs.) (Exclusive GST)	Amount (Exclusive GST) (Rs.)
A	B	C	D	E	F	G	H	I	J	K
1	DOUGH KNEADER 30KG		Nos	2						
	BODY -MS, BOWEL-304, ROTOR, GEAR COVER, NEED PATTI-304, BOWL SIZE-22X15, VOLTAGE-220V, POWER-2.2KW, NET WEIGHT 133KG, DIM. -42X25X40, MOTOR-1.5HP CROMPTON, KNEADING TIME IN 10 MINT.									
2	SS GRINDER 10LTR		Nos	2						
	MATERIAL SS, CAPACITY-10 LTR, USAGE/APPLICATION COMMERCIAL, GRADE: - TIME 30MIN, MATERIAL SS, MOTOR 1.HP (CROMPTON), WEIGHT 85KG APPROX									
3	MIXER GRINDER HEAVY DUTY 10KG		Nos	1						
	BODY CUTTER SS 304, JAR CAPACITY -10 LTR, APPLICATION- COMMERCIAL, POWER-2HP, WEIGHT- 33KG, SIZE -8X13X21, MOTOR CROMPTON WARRANTY 1 YR., RPM-2880 RPM									
4	PULVERZIER - HEAVY DUTY 1HP		Nos	2						
	SS 304, CAPACITY-10L, CHAMBER-5X3, PRODUCTION CAPACITY-10-30KG/HR, MOTOR 1 HP CROMPTON SINGLE PHASE, POWER-230V 50HZ/460V 50HZ, AMP-5 A, RPM 2880 RPM, WEIGHT -28KG, DIM-19X13X19									
5	POTATO PEELER 10KG		Nos	2						
	SS 304, MOTOR -1440 RPM, POWER 1KW, MOTOR 1 HP, ELECTRICITY - PHASE SINGLE PHASE, POWER CON.- 0.75KW, VOLTAGE 220 VOLTS, PRODUCTION CAPACITY 120 KG/HR, BATCH TIME -3.5 MINT, SIZE-24X16X32, WEIGHT- 52KG									

Sign & Stamp of Bidder



S.No	Description	Dimensions & Reference Image	Unit	Estimated Qty	MAKE-NAMOH		MAKE-SIRMAN		MAKE-ROBOT COUPE	
					Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%	Rate (Rs.) (Exclusive GST)	GST%
A	B	C	D	E	F	G	H	I	J	K
6	SS CHAFFER	 <small>Rectangular Electric SS Chaffer Size: 580x425x100mm Capacity: 9 Liter Power: 600 Watts</small>	Nos	24						
	SS RECTANGULAR CHAFER, DIGITALLY TEMPERATURE CONTROL, SIZE LENGTH 580-585 MM, WIDTH 420-425 MM, CAPACITY 9 LITER, POWER 600 WATTS, COMPLETE SS BODY									
7	ELECTRIC SALAMANDER	 <small>Electric Salamander Size: 580x375x380mm Power: 2200 Watts</small>	NOS	1						
	SALAMANDER SIZE 580 -585 MM X 375- 380 MM X370 MM, TOP AND BOTTOM HEATED SHELVES, POWER 2200 WATTS									
8	HOT AND COLD BAN MARIE HEAVY DUTY Size7'x28"x34"+18"		NOS	3						
	(a) The top shall be made of 16 swg SS 304 With All Side Turned Down 50mm and 12 mm With Resultant end Closed & Polished.									
	(b) Secured to 35x35x3mm ms Angle Frame Work.									
	(c) Water Tank for Hot Bain Marie shall be insulated and dept sufficient for 5 NOS GN PAN 1/1x150mm holding food pans for HOT.									
	(d) 2 Nos Normal G N Pan(Round) 9" Dia x 200mm .									
	(e) Tank of Bain Marie will be made of 20 Swg SS 304 with glass wool insulation.									
	(f) 12mm Inlet Valve & 20mm outlet Valve.									
	(g) 2 NOS Heating element 220V-50Hz shell of 1.5KW.									
	(h) Electrical Panel with Thermostatic control, ON/OFF Rotary Switch and indicating lamp all electrical wires shall be at the Left side.									
	(i) Three Side Panelling shall be of 20 swg SS 304, With One Bottom shelf of Sheet 18 swg 304 Legs 6 NOS 100mm Hight Counter Type, With Nylon Bullet feet.									
(j) Front Side Slide Tray 450mm of Sheet Slide Tray										
		TOTAL AMOUNT (Exclusive GST)								
		GST AMOUNT @.....%								
		GRAND TOTAL AMOUNT (Inclusive GST)								

Note:- All the items mentioned above in Part-A & Part-B should have a minimum one-year Guarantee period. . During the Guarantee Period, any replacement/repair of items at on-site will be compulsory done by the bidder at his own cost. No extra charges will be paid.







Sign & Stamp of Bidder

FINACIAL BID PROFORMA

"Tender for Supply & Installation of Kitchen Equipment for Change master and MDP Kitchen
at MDI Gurgaon.

(To be printed on the letterhead of the tenderer and to be sealed in a separate envelope)

SCHEDULE OF QUANTITIES - PART-B

S.No	Description	Dimensions & Reference Image	Unit	Estimated Qty	Rate (Rs.) (Exclusive GST) (Rs.)	Amount (Exclusive GST) (Rs.)
A	B	C	D	E	F	G
1	RICE BOILER GAS /COOKER 50LTR		Nos	1		
	COOKWARE TYPE- ALUMINUM, HEAVY GAUGE, FINISH TEXTURE					
2	CONTAINER 20 LTR , BRAND- NAMOH/PNB		Nos	1		
	16 SWG SS202					
3	STEEL DRUM 100 LTR , BRAND-NAMOH/PNB		Nos	6		
	16 SWG 202 SHEET, HEAVY DUTY					
4	STEEL DRUM , 50 LTR, BRAND-NAMOH/PNB		Nos	5		
	16 SWG 202 SHEET, HEAVY DUTY					
5	IRON KADHAI, 20KG, BRAND-NAMOH/PNB		Nos	2		
		TOTAL AMOUNT (Exclusive GST)				
		GST AMOUNT @.....%				
		GRAND TOTAL AMOUNT (Inclusive GST)				

Note:- (i) All the items mentioned above in Part-A & Part-B should have a minimum one-year Guarantee period. . During the Guarantee Period, any replacement/repair of items at on-site will be compulsory done by the bidder at his own cost. No extra charges will be paid.

Note:- (ii) Bidders are required to compulsorily bid for all the items mentioned in Part-A & Part-B.

Note:- (iii) The partial-incomplete bid may not be considered by the Institute.

Sign & Stamp of Bidder

